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Gibraltar Broadcasting Corporation

EMPLOYMENT APPLICATION

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STRICTLY CONFIDENTIAL

PLEASE PROVIDE THE FOLLOWING DOCUMENTATION WITH THIS APPLICATION FORM:

- 1. Your curriculum vitae
- 2. Copies of qualifications certificates

The completed Application Form must be returned to:

vacancies@gbc.gi

or by mail to:

Gibraltar Broadcasting Corporation
22 Rosia Road
Gibraltar
GX11 1AA

Date application submitted:

POSITION APPLIED FOR:

PERSONAL DETAILS

(block letters)

First Name:	Surname:	Mr/Mrs/Ms/Miss
Home address:	Address to which we should write:	

Email address: 	Telephone numbers <i>(include country code)</i> : Landline: Mobile:
I.D. Card (or) Passport No: Do you hold a current driving licence? Yes <input type="checkbox"/> No <input type="checkbox"/> Please state which group(s) your driving licence is for and Country of issue. Group(s): Country of issue:	Do you need a work permit? No <input type="checkbox"/> Yes, and I already have one <input type="checkbox"/> Exp. Date: _____ Yes, and I do not have one <input type="checkbox"/>

EDUCATION AND TRAINING/QUALIFICATIONS

Please tell us about your education and any qualifications which you have attained. Include relevant courses which you are currently undertaking. Start with the most recent first.

Dates		Name/location of educational establishments attended	Examinations taken/results obtained/subjects passed/scholarships/class of pass if a degree
From	To		

Details of other technical or vocational training achievements that you have not included above. For example, apprenticeships, prizes, articles, evening courses, day-release, correspondence courses, company courses, self-study

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Native language	
Other languages	Level of understanding (fluent, good, basic)

Dates		Name of employer, brief address and nature of business	Position held or main responsibility	Starting/ leaving salary		Reason for leaving/ wanting to leave
From	To			Start	Leaving	

What is the notice period with your current position?

Reference 1: (from current or most recent employer)	Reference 2: (if this is a character reference, it must be from a person who is not related to you and has known you for at least 2 years).
<p>Name:</p> <p>Address:</p> <p>Tel number (inc country code):</p> <p>Email address:</p> <p>Capacity in which referee is known to you:</p> <p>Please tick box if you do not wish referee to be contacted until you have been notified <input type="checkbox"/></p>	<p>Name:</p> <p>Address:</p> <p>Tel number (inc country code):</p> <p>Email address:</p> <p>Capacity in which referee is known to you:</p> <p>Please tick box if you do not wish referee to be contacted until you have been notified <input type="checkbox"/></p>

SUPPORTING INFORMATION

Tell us why you think you are the ideal person to be working with GBC?

OUTSIDE INTERESTS

Please tell us your interests outside work, including any clubs of which you are a member

CRIMINAL CONVICTIONS

Have you ever been convicted of any offence by any Court? Yes No

If yes, please give full details, including dates: (We will only take them into account if we consider them relevant to the post for which you have applied.)

Do we have your authority to proceed with a data protection check from the Royal Gibraltar Police? Yes No

DISABILITY DISCRIMINATION

GBC believes that people are disabled by barriers, society places in their way, and not by their own impairments. We believe that everybody has a role to play in society and we want our company to benefit from the widest range of talent available. Our recruitment policy aims to reflect these beliefs as far as it is practical to do so.

Do you have a physical disability or impairment? Yes No

If yes, please state the type of disability or impairment you have:

Do you have any particular requirements in order to attend an interview? Yes No

If yes, please give details:

Information will be treated in the strictest confidence.

GDPR

Under the General Data Protection Regulations, GBC reserves the right to collect, store and process personal data about applicants in respect of its relevance to their application for employment. Your application will remain on file as long as administratively necessary. It will then be destroyed. All personal information held will be processed in accordance with the Act.

GBC will only disclose personal information contained in this form as appropriate and as follows:
If required to do so by law.
If you are required to attend a medical examination as part of your application.
If selected for employment, to Government Departments/Agencies for administrative purposes.
If selected for employment, it will be provided to the Retirement Benefits Scheme Provider.

DECLARATION

I certify that the information provided and attached is true and accurate and in particular that I have not omitted any facts which may have a bearing on my application. I understand that any subsequent contract of employment with the company will be made on the basis of the information I have provided. I understand that a false declaration which results in my appointment with the Corporation will render me liable to dismissal without notice. I give explicit consent that the information which I give in this form may be processed in accordance with the Company's registration under GDPR.

Name _____

Signed _____

Date _____

All applications will be reviewed. If you have not heard anything within 6 weeks, please assume you have been unsuccessful on this occasion.

We thank you for taking the time to express your interest in working with the Corporation.

For office use only:

Date application received by HR:

To be shortlisted for interview:

Any other comments: